**YAMHILL-CARLTON SCHOOL DISTRICT**

**Safety Committee Meeting Minutes**

**Date: 4/23/2024**

**Members: Present:**

Administrator: B. Post **N**

YCHS Staff: Leanne Smith  **N**

YCHS Staff: Alicia Rigamonti **N**

YCHS Staff Barbie Wood **Yes**

Alliance Academy Vicki Bernstein **YES**

**AGENDA MINUTES**

| **❏ AED Check-ins:**  **❏ Fire extinguishers** | * All Green Lights * Barbie checks on them frequently |
| --- | --- |
| **❏ Building Issues** | * YCHS Basement ADA fixed |
| **❏**  Workplace Safety Inspections/ Walkthroughs. | * Safety Inspection results * Barbie and Vicki have completed a safety walk through for YCHS. Report has not yet been transcribed to digital. |
| **New Business:** | Committee would like a detailed timeline on the following items that are to be repaired as staff and the community keeps asking..   1. Back fire escape stairs 2. Old Gym Door locking and security. 3. Stadium |
| **❏ Incident/Accident Reports, Reviews, and Recommendations:** | * All incident reports must go to BP to review, then to Allie to scan and send to the Safety Google Drive , under incident reports’ |
| **❏ Next Meeting:** | **May 15th** |

**Just a reminder...**

* ACCIDENT/INCIDENT FORMS for students **MUST** BE filled out completely within 24 hrs.
* This is the link to the updated form to be used. https://mail.google.com/mail/u/0/?tab=rm&ogbl#inbox?projector=1
  + ***description of injury***
  + ***type of first aid provided***
  + ***Were Parant(s) /Guardian(s) contacte****d*
* All completed student and staff accident/incident/action forms must be sent to

Allie Rigamonti, Julie Warner at the District Office and copy Leanna Smith.